

# MINUTES

## CRIMINAL & JUVENILE JUSTICE INFORMATION ADVISORY GROUP MEETING MINUTES

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November 8, 2019

9:00 AM -11:00 AM

Room W277, MN Bureau of Criminal Apprehension

### Attendees

<b>Advisory Group Members:</b>	<b>Organization</b>
Beaumaster, G. Paul	Minnesota County Attorneys Association
Beyer-Kropuenske, Laurie	Department of Administration
Bodie, Marv	Association of Minnesota Counties
Buker, Dean	Minnesota Judicial Branch – ITD
Carson, Barbara	Public Member
Conklin, Shana	League of MN Cities
Davis Carter, Lolita	Public Member
Gullerud, Tracy	Minnesota Association for Court Management
Holmgren, Steve	Board of Public Defense
Wiersma, Jodie for Jeff Johnson	Minnesota Association of Counties
Kahn, Safia	MN Department of Corrections
Loos, Jason	League of Minnesota Cities
MacMillan, Tim	MN Association of County Probation Officers
McCormick, Jeff	MN Chiefs Association
Pieper, Andrew	4 <sup>th</sup> Judicial District
Reitz, Nate	MN Sentencing Guidelines Commission
Revering, Stephanie	MN Chiefs Association
Richardson, Ruth	Minnesota House of Representatives
Schmidt, Amy	League of Minnesota Cities
Smith, Rick	MN Assn. of County Probation Officers
Trebil, Kristen	Minnesota Supreme Court
Washburn, Steve	League of MN Cities
Gotz, Dana	BCA
Duellman, Carla	BCA
Pizza, Matt	BCA
Sanchez, Angie	BCA
Wakely, David	Dept. of Admin

## **Welcome and Introductory Items**

Advisory Group Chair Amy Schmidt called the meeting to order. Roundtable introductions were made. Amy welcomed Representative Ruth Richardson to the Advisory Group. A motion was made and seconded to approve the August 9, 2019 Advisory Group meeting minutes. A vote was taken. **The motion carried.** A motion was made and seconded to approve the agenda. A vote was taken. **The motion carried.** Amy Schmidt announced that this is her last meeting due to the end of her term as Chair of the Advisory Group and she has also left the Bloomington City Attorneys Office. Paula Lang (Court Management) accepted a new position with the Minnesota Judicial Branch as the Deputy District Administrator for the Ninth Judicial District. This was Rick Smith's (MN Association of County Probation Officers) last meeting as well.

## **2020 Census – presented by David Wakely, Assistant Dir. Census Ops & Engagement with the Department of Administration**

What is the 2020 Census?

- a. Equal representation
  - b. Fair distribution of resources
  - c. Data to make smart decisions
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- 1.3 million Minnesotans live in Housing, apartments, multi-housing.
  - Census results are durable
  - Minnesota wants to do better than other states with the 2020 census
  - State Census is working with all other agencies in the State.
  - 2020 census form will be no different than the 2010 census form
  - No responses
    - Kids 5 and under don't get counted
    - Households with no internet access 20%
  - Things you can do to help
    - Join a complete count committee
      - Complete County Committees (CCCs) are volunteer committees established by tribal, state, and local governments, or community leaders, to increase awareness about the census.

## **Advisory Group Election Process (2<sup>nd</sup> Vice Chair) & Review Advisory Group Bylaws**

There will be an election at the February 2020 meeting to elect a new 2<sup>nd</sup> Vice Chair. The Advisory Group Bylaws allow for the 1<sup>st</sup> Vice Chair to automatically move to the Chair position and the 2<sup>nd</sup> Vice Chair to move to the 1<sup>st</sup> Vice Chair position. Steve Washburn has agreed to move into the Chair position and Laurie Beyer-Kropeunske has agreed to move into the 1<sup>st</sup> Vice Chair position. If anyone is interested in being elected to the 2<sup>nd</sup> Vice Chair position, they should contact Dana Gotz at the BCA.

## **Questioned Identity – Presented by Carla Duellman, BCA Product Manager**

What is Questioned Identity?

- A person either knowingly or unknowingly uses another person's identifying information, or they share the same name.
- The "victim's" name (and possibly date of birth) is part of the criminal's record, listed as an alias.
- When the innocent person's name is searched, a record comes up.

BCA Questioned Identity Process

- The "victim" notifies the BCA that someone has used their name.
- They complete a Questioned Identity Initial Report form.
- The BCA performs a criminal history check using name and date of birth.
- If a record is found, the fingerprints of the "victim" are compared to those on record. If they don't match, the name is flagged on the record to indicate it is a questioned identity.
- The name is redacted from the public record.
- The "victim" is provided with a letter stating there is a record that includes their name, but it is not their record.
- If the "victim" has their own record, that is also provided.

The group discussed the Questioned Identity process. A couple of questions were raised. If a victim comes in with a record but no fingerprints, what is the process? Carla noted that any record at the BCA is supported by fingerprints. What are the demographics for the 4,700? Is it based on color? Carla noted that she will look at the demographics and provide an update.

## **Data & Identification Standards Subcommittee Update – Chief Jeff McCormick**

Chief McCormick shared what the subcommittee has been discussing and asked the Advisory Group for further direction on how the subcommittee should proceed. The Advisory Group requested the subcommittee continue with discussions and provide recommendations to the full group. Chief McCormick committed that the ID Standards subcommittee would provide another update at the February Advisory Group meeting.

## **Collaborative Relationship & Funding Subcommittee Update – Shana Conklin**

The subcommittee is continuing to make sure vacant positions are filled. She reminded members that any legislative funding requests that organizations or associations represented on the Advisory Group may want the Advisory Group to support should be submitted by the first week of January. The subcommittee will review any requests and present them to the full Advisory Group in February. These would be requests for the 2021 legislative budget session.

## **Data Practices Subcommittee Update – Laurie Beyer-Kropeunske**

Laurie notes that the subcommittee has been rethinking what the focus of the subcommittee should be. They plan to meet again before the February Advisory Group meeting and will provide an update at that time.

## **Association/Organization Updates**

BCA and Courts noted that the new Harassment Restraining Order (HRO) system is scheduled to rollout out statewide in December. Court Business Director Kristen Trebil noted that all active HROs will eventually be added. This is has been a great collaboration between BCA and Courts.

### **Next Meeting:**

Friday, February 14, 2020  
9:00 a.m. – 11:00 a.m.  
Minnesota BCA, Room W277

**The meeting adjourned.**